

## **Associate Director, Planning and Demographics**

*Surrey Schools, recipient of the BC Top Employers and Canada's Greenest Employer awards, is the largest school district in BC and the second largest employer in Surrey. Spread across one of the fastest-growing cities in British Columbia, Surrey Schools provides quality education to over 77,000 students with 124 schools sites and a variety of other learning facilities, offering a broad range of innovative programs and services to support the learning of our students. The Surrey School District team of approximately 13,000 employees works tirelessly every day to ensure that children are getting the best start they can, providing the preparation to be our leaders of tomorrow.*

Working in a fast-paced dynamic environment and reporting to the Executive Director Capital Projects, this excluded position is responsible for the Planning and Demographics activities for our School District.

The Associate Director is a professional planner who possesses a high degree of knowledge in regional land use plans, population statistics and demographic trends, educational facility and capital planning, long range and facility strategic development and business case analysis. This position is responsible to lead district planning strategies and initiatives, and enrolment projections. The position requires presentation of demographic and planning reports to senior management, district staff, local and provincial government, public stakeholders, and other agencies and organizations.

The successful applicant will have experience in a large fast-paced business setting, will supervise the work of support staff and possess a bachelor degree in Urban and Regional Planning or a similar designation and seven years related work experience.

Major areas of responsibility include:

- Leading our annual Enrollment Projection process.
- Collaborating closely with the City of Surrey related to development plans.
- Leading the Boundary Change process including the public consultation process.
- Strategic planning to address District growth and develop options.
- Leading the Long-Range Facilities Plan.
- Developing the annual 5-year Capital Plan.
- Leading the District's portable planning.

**Qualified applicants can apply on Make a Future at <https://bit.ly/3QOF2BF> by clicking "apply online" below. The closing date for this posting is September 29, 2022 at 4:00pm.**

**Note:** Successful applicants will be required to consent to a Criminal Records Search prior to employment. Only those applicants selected for interviews will be contacted. To all others, thank you for your interest.

